



## PERMITTING AND DEVELOPMENT REVIEW DIVISION FREDERICK COUNTY, MARYLAND

*Department of Permits and Inspections*

30 North Market Street • Frederick, Maryland 21701

Phone (301) 600-2313 • Fax (301) 600-2309

### 2009 - 2011 PLUMBING LICENSE RENEWAL

All Frederick County plumbing licenses expire on **NOVEMBER 13, 2009**. Licenses for all Master Plumbers, Journeymen Plumbers, Septic System Installers, Appliance Installers & Utility Contractors must be renewed prior to November 13, 2009 for a **two year period**. In order to keep your license current, please follow the instructions below. If renewal information is not complete, and is mailed back to you, it is not considered received. To ensure uninterrupted permit processing and inspections renewals should be received in our office by October 30, 2009. Please allow adequate mail processing and delivery time as a postmark date is not considered received in this office. Any renewal received in this office after Friday, November 13, 2009 will be returned unless the late fee (currently \$55.00) is included. Fees are subject to change, fee adjustments occur by ordinance each July 1<sup>st</sup>.

**PLEASE READ AND FOLLOW INSTRUCTIONS FOR THE TYPE OF LICENSE THAT WILL BE RENEWED. More than one type of renewal must be on separate forms and separate payment.**

**MASTER PLUMBER - \$202.00 (+ Late Fee if received after 11/13/09)**

1. Complete form attached and return to this office. All information is required, not just your name.
2. Submit a copy of current State License and Drivers License with the renewal form.
3. Submit a check in the amount shown above, made payable to Frederick County. Fee is for a two year period ending November 13, 2011.

**JOURNEYMAN PLUMBER - \$55.00 (+ Late Fee if received after 11/13/09)**

1. Complete form attached and return to this office. Must have Master Plumbers information. All information is required, not just your name.
2. Submit a copy of current State License and Drivers License with the renewal form.
3. Submit a check in the amount shown above, made payable to Frederick County. Fee is for a two year period ending November 13, 2011.

**SEPTIC SYSTEM INSTALLER - \$126.00 (+ Late Fee if received after 11/13/09)**

1. Complete form attached and return to this office. All information is required, not just your name. Submit a copy of Drivers License with the renewal form.
2. If your present bond expires with your license, you will be required to submit a new bond. If your bond is continuous status, no new bond is necessary.
3. Submit a check in the amount shown above, made payable to Frederick County. Fee is for a two year period ending November 13, 2011.

**APPLIANCE INSTALLER (All Categories) - \$126.00 (+ Late Fee if received after 11/13/09)**

1. Complete form attached and return to this office. All information is required, not just your name.
2. Submit a copy of current State License or other acceptable jurisdictions license and Drivers License with the renewal form.
3. Submit an up to date Certificate of Insurance made out to Frederick County.
4. Submit a check in the amount shown above, made payable to Frederick County. Fee is for a two year period ending November 13, 2011.

**UTILITY CONTRACTOR - \$202.00 (+ Late Fee if received after 11/13/09)**

1. Complete form attached and return to this office. All information is required, not just your name.
2. Submit a current copy of Drivers License with the renewal form.
3. Submit an up to date Certificate of Insurance made out to Frederick County.
4. Submit a check in the amount shown above, made payable to Frederick County. Fee is for a two year period ending November 13, 2011.

VISIT OUR WEBSITE AT: [WWW.FREDERICKCOUNTYMD.GOV/PERMIT](http://WWW.FREDERICKCOUNTYMD.GOV/PERMIT) FOR PERMIT APPLICATIONS, FORMS AND PERMIT STATUS INCLUDING INSPECTION RESULTS.



**PERMITTING AND DEVELOPMENT REVIEW DIVISION  
FREDERICK COUNTY, MARYLAND**

*Department of Permits and Inspections*

30 North Market Street • Frederick, Maryland 21701

Phone (301) 600-2313 • Fax (301) 600-2309

**2009 - 2011 PLUMBING LICENSE RENEWAL**

**PLEASE PRINT:**

**NAME OF LICENSE HOLDER** \_\_\_\_\_

**HOME ADDRESS** \_\_\_\_\_

**BUSINESS NAME** \_\_\_\_\_

**BUSINESS ADDRESS** \_\_\_\_\_

**BUS. PHONE #** \_\_\_\_\_ **CELL #** \_\_\_\_\_ **FAX #** \_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**FREDERICK COUNTY LICENSE #** \_\_\_\_\_

If Frederick County license was obtained by your Maryland State License please provide:

**State License #** \_\_\_\_\_ **State License Expiration Date** \_\_\_\_\_

**CHECK TYPE OF LICENSE RENEWING:**

Master Plumber ( ) Utility Contractor ( ) Septic Installer ( ) Appliance Installer ( )

Journeyman Plumber ( ) Category \_\_\_\_\_



Journeyman renewal section:

Print Master Plumber Name \_\_\_\_\_ Co. Name \_\_\_\_\_

Signature of Master Plumber \_\_\_\_\_ Master's County  
License # \_\_\_\_\_

**All Categories:**

**SIGNATURE OF LICENSE HOLDER** \_\_\_\_\_

\*\*\*\*\*

Office Use Only:

Date Renewal Received \_\_\_\_\_

( ) Renewal Complete

( ) Additional Information Needed \_\_\_\_\_